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Command Policy

USAF ACADEMY GATEKEEPER PROGRAM



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 90-2, *Inspector General—The Inspection System*. It establishes procedures and responsibilities for personnel in USAFA directorates and special staffs in support of the Air Force Gatekeeper Program. See [Attachment 1](#) for a glossary of references.

SUMMARY OF REVISIONS

The paragraph number referenced in paragraph [1.1](#) has been updated to match the revised AFI 90-201. Also, OPR and Certifier have been updated. An “I” indicates revisions from the previous edition.

1. Program Overview:

1.1. Air Force Inspection Agency, along with other Air Force, DoD, and non-DoD agencies, conducts numerous inspections, award evaluation visits, staff assistance visits (SAV), and other miscellaneous visits to field units. HQ USAFA/IG is tasked as the USAFA Gatekeeper to monitor, control, and regulate these activities according to the Air Force Gatekeeper Program (AFI 90-201, *Inspector General Activities*, paragraph 2.12).

1.2. The following USAFA units (34 TRW, HQ USAFA/DF, HQ USAFA/AH, HQ USAFA/DP, HQ USAFA/FM, HQ USAFA/PL, HQ USAFA/SE, 10 ABW/LG, 10 ABW/CEG, 10 ABW/CS, 10 ABW/MDG, 10 ABW/MSS, 10 ABW/SFS, and 10 ABW/SVS) will appoint gatekeeper points of contact (POC) who will work with HQ USAFA/IG to regulate or coordinate visits.

2. Roles and Responsibilities:

2.1. HQ USAFA/IG (hereafter referred to as the USAFA Gatekeeper) will:

2.1.1. Track and coordinate all visits to USAFA units to minimize impact and decrease the visit’s “footprint.”

- 2.1.2. Evaluate visit notifications to determine if visits are duplications and, if so, can be consolidated. Work to combine visits with similar goals.
- 2.1.3. Examine the need for any visit and recommend alternatives, if appropriate.
- 2.1.4. Work to resolve conflicts between USAFA host installation and visiting staff agencies. Reschedule a visit that conflicts with other scheduled visits.
- 2.1.5. Highlight the existence of a similar visit that meets the requested visit's intent.
- 2.2. Gatekeeper POCs will:
 - 2.2.1. Work to resolve visit conflicts and contact the USAFA Gatekeeper to assist in the resolution, if necessary.
 - 2.2.2. Report all scheduled and unscheduled visit notifications from outside agencies to the USAFA Gatekeeper.
 - 2.2.3. Track all visits to their unit.

TERESA H. CLINE, Lt Col, USAF
Inspector General

Attachment 1

GLOSSARY OF REFERENCES

References

AFPD 90-2, *Inspector General—The Inspection System*

AFI 90-201, *Inspector General Activities*